

**IMPERIAL COUNTY TRANSPORTATION COMMISSION
MANAGEMENT COMMITTEE
MINUTES OF June 13, 2018 10:00 a.m.**

VOTING MEMBERS PRESENT:

City of Brawley	Rosanna Bayon Moore
City of Calexico	David Dale
City of Calipatria	Rom Medina
City of El Centro	Ken Herbert for Marcela Piedra
City of Holtville	Nick Wells
City of Imperial	Stefan Chatwin
Tony Rouhutas	County of Imperial

STAFF PRESENT: Mark Baza, Kathi Williams, Virginia Mendoza, David Aguirre, Michelle Bastidas, Cristi Lerma

OTHERS PRESENT: David Salgado: SCAG; Beth Landrum, Jesus “Chi” Vargas, Maurice Eaton: Caltrans; Liz Zarate: City of El Centro; Shawn McAtee: Cambridge Systematics

The following minutes are listed as they were acted upon by the Imperial County Transportation Commission Management Committee and as listed on the agenda for the meeting held Wednesday, June 13, 2018 together with staff reports and related documents attached thereto and incorporated therein by reference.

I. CALL TO ORDER AND ROLL CALL

Chair Dale called the Committee meeting to order at 10:36 a.m. Roll call was taken. Introductions were made.

II. EMERGENCY ITEMS

A. There were none.

III. PUBLIC COMMENTS

There were none.

IV. CONSENT ITEMS

A motion was made by [Chatwin](#) seconded by [Chatwin](#) to approve the consent calendar as presented. **Motion carried unanimously.** Items 4A and 4E were approved.

V. PRESENTATION

A. Imperial County Transportation Model

Mr. Eaton introduced the consultant, Mr. McAtee who presented regarding the Imperial County Transportation Model. A copy of the presentation can be found on the ICTC website or [click here](#) for a copy.

VI. REPORTS

A. ICTC Executive Director

Mr. Baza had the following updates:

- ICTC and IVEDC hosted the Imperial Valley General Assembly and Economic Summit on May 31, 2018 at the Old Eucalyptus Schoolhouse in El Centro. The keynote speakers for the Economic Summit were Michael Bracken from Development Management Group and Iddo Benzeev from Highland Fairview. The

keynote speaker for the General Assembly was Congressman Juan Vargas of the 51st District of California.

- The cities of Calipatria, Calexico and Holtville are pursuing a new series of LTA bonding to assist in the completion of projects. The cities will take action to proceed by mid-June 2018. The LTA Board will take final action to proceed on June 27, 2018.
- In August 2017 following a year of coordination, Caltrans, the County of Imperial and ICTC met with CBP management and operations staff achieved consensus for a new conceptual alternative prepared by Caltrans. The LTA Board met on September 27, 2017, staff presented the Board with a fund request for \$1.3 million from the 5% Regional Highway Set-Aside from the Measure D allocations. The request was approved. Staff met with Caltrans and CBP on December 20, 2017 at the ICTC to finalize agreements and discuss next steps. A meeting was held on February 13, 2018 with CBP, Caltrans, County of Imperial and ICTC at the ICTC offices. The project team proposes to design and construct two lanes for primary inspection, a newly constructed canopy placed over State Route 86, and two lanes of secondary inspection to use during peak periods. A Consultant Agreement with AECOM for design and construction engineering was approved by the LTA on February 28, 2018. Currently design is underway by the consultant. The Consultant has completed 15% of the conceptual design. The consultant team and project stakeholders met on May 8, 2018. All stakeholders provided good input to the consultant team towards development of 35% design plans. Drafts of 35% plans are scheduled for completion in late June 2018.

Ms. Mendoza had the following updates:

- Caltrans authorized a special planning grant to perform a traffic management study to assist the City of Calexico and the Imperial Valley region to analyze and propose traffic management strategies and alternatives to serve traffic flow for the Calexico West Port of Entry expansion. The expansion will have two access points: One, from current access at SR-111/Imperial Ave.; and, a Second at Cesar Chavez Blvd and 2nd St. SCAG, Caltrans and ICTC will lead study in partnership with the City of Calexico, Customs and Border Protection and General Services Administration. The Request for Proposals (RFP) was due on March 14, 2018 and the consultant selected was KOA. The project kick-off meeting took place on April 19, 2018 in the City of Calexico. In attendance at the Kick-off meeting was staff from SCAG, ICTC, Caltrans, KOA, and the City of Calexico. Technical stakeholder meetings were held on May 1, 2018 and on June 6, 2018 in Calexico. A public workshop is scheduled for June 21, 2018, at the Carmen Durazo Cultural Arts Center in Calexico. ICTC staff will also be presenting at the County Board of Supervisors meeting on June 26, 2018.
- A list of ICTC updates can be found on Page 52 of the agenda.

- B. Southern California Association of Governments (SCAG)
Updates were provided by Mr. Salgado and can be found on Page 64 of the agenda.
- C. Caltrans Department of Transportation – District 11
The following updates were provided by Ms. Landrum and Mr. Vargas and can be found on page 67 of the agenda.
- D. Committee Member Reports
 - There were none.
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VII. ACTION CALENDAR

- A. Draft ICTC Overall Work Program (OWP) and Budget, FY 2018/2019

Mr. Baza and Ms. Williams presented the draft budget.

It was requested that the ICTC Management Committee forward this item to the Commission for review and approval after public comment, if any.

1. Adopt the Draft ICTC Overall Work Program (OWP) and Budget for FY 2018-2019
2. Authorize the Chairman to sign the Resolution of the Imperial County Transportation Commission establishing a Compensatory Stipend for Commissioners

A motion was made by **Chatwin** seconded by **Bayon Moore**, **Motion carried** unanimously.

- B. FY 2018-19 and FY 2019-20 Contract Modification for the STIP/RTIP Consultant Agreement: *COH and Associates, Inc.*

It was requested that the ICTC Management Committee forward this item to the Commission for review and approval after public comment, if any.

1. Authorize the Chairperson to sign the Third Modification to Agreement for Services between ICTC and C.O.H. and Associates, Inc. for the not to exceed fee of \$50,000.00 effective July 1, 2018 through June 30, 2020.

A motion was made by **Chatwin** seconded by **Bayon Moore**, **Motion carried** unanimously.

- C. FY 2018-19 Third Revision to Memorandum of Understanding (MOU); ICTC - Quechan Indian Tribe - Yuma County Intergovernmental Public Transit Authority (YCIPTA) for Turquoise Route #10 and Blue Route #5

It was requested that the ICTC Management Committee forward this item to the Commission for review and approval after public comment, if any.

1. Authorize the Chairperson to sign the Third Extension to the Memorandum of Understanding (MOU) between the Yuma County Intergovernmental Public Transportation Authority (YCIPTA), The Imperial County Transportation Commission (ICTC) and the Quechan Indian Tribe for the continued implementation and operation of a regional connector bus service (YCAT **Turquoise** #10) between Yuma AZ, Winterhaven and El Centro, California; and, a circulator route from Yuma with stops in the eastern Imperial County area (YCAT **Blue** #5) effective July 1, 2018 through June 30, 2019 and provide a not to exceed subsidy to the Quechan Tribe and YCIPTA in an amount of \$138,717.07.

A motion was made by **Chatwin** seconded by **Bayon Moore**, **Motion carried** unanimously.

- D. 2nd Extension of Contract for the Coordination of Public Dial-a-Ride Paratransit Services – IVT RIDE Public Outreach, Branding and Marketing

It was requested that the ICTC Management Committee forward this item to the Commission for review and approval after public comment, if any.

1. Authorize the Chairman to sign the second amendment extension for one year, FY 2018-19, for the continuation of the IVT RIDE Public Outreach, Branding and Marketing Consultant Agreement with the firm of Spectrum Advertising, for the not to exceed fee of \$31,700, effective July 1, 2018 through June 30, 2019.

A motion was made by [Chatwin](#) seconded by [Bayon Moore](#), **Motion carried** unanimously.

- E. Memorandum of Understanding (MOU) for the State Route 86 (Northbound) Border Patrol Checkpoint Project between ICTC and the U.S. Border Patrol Air & Marine, Program Management Office

It was requested that the ICTC Management Committee forward this item to the Commission for review and approval after public comment, if any.

1. Authorize the Chairman to sign the Memorandum of Understanding (MOU) for the State Route 86 (Northbound) Border Patrol Checkpoint Project between ICTC and the U.S. Border Patrol Air & Marine, Program Management Office

A motion was made by [Bayon Moore](#) seconded by [Chatwin](#), **Motion carried** unanimously.

VIII. LTA ACTION CALENDAR

- A. Continuing Resolution for the FY 2017-18 Local Transportation Authority (LTA) Budget

It was requested that the ICTC Management Committee forward this item to the LTA Board for review and approval after public comment, if any.

1. Authorize the Chairman to sign the continuing resolution in order to pay expenditures of the LTA prior to the adoption of the Budget for Fiscal Year 2018-19, at the levels set by the Budget for Fiscal Year 2017-18 (adopted on June 28, 2017).

A motion was made by [Bayon Moore](#) seconded by [Wells](#), **Motion carried** unanimously.

- B. LTA 1% Administrative Budget Resolution Amending the Measure D Expenditure Plan

It was requested that the ICTC Management Committee forward this item to the LTA Board for review and approval after public comment, if any.

1. Direct staff to conduct the administrative requirements for a public hearing on July 25, 2018 at 6:00PM for the purpose of attaining public comment on the LTA 1% Administrative Budget Resolution Amending the Measure D Expenditure Plan.

A motion was made by [Bayon Moore](#) seconded by [Chatwin](#), **Motion carried** unanimously.

- C. Additional Fund Request to the Local Transportation Authority (LTA) – Traffic Control Assistance for Southbound Peak Traffic on State Route 111-Imperial Avenue to the Downtown Calexico West Port of Entry

The ICTC Management Committee met on June 13, 2018 and discussed the request from the City of Calexico at length and formed an opinion that no future requests be approved for the City of Calexico.

The Management Committee forwarded the following recommendation(s) to the Authority, after the review of public comment, if any:

1. Approve the allocation for additional funding needed in the amount of \$150,000 for one additional year from the 5% Highway set-aside from the Measure D allocations.
2. Authorize the Chairman to sign a one-year extension for FY 2018-19 to the Memorandum of Understanding (MOU) between the City of Calexico and the Imperial County Local Transportation Authority.

A motion was made by [Bayon Moore](#) seconded by [Chatwin](#), **Motion carried with one abstention from Calexico.**

- D. Additional Fund Request to the Local Transportation Authority (LTA) – Security Services at the El Centro 7th and State Streets Bus Transfer Terminal

The ICTC Management Committee met on June 13, 2018 and discussed the request from the City of El Centro. The Management Committee forwarded the following recommendation(s) to the Authority, after the review of public comment, if any:

1. Approve the allocation for funding needed in the amount of \$90,000 for one additional year for the City of El Centro for security services at the 7th and State Street transfer terminal, from the LTA 2% Transit set-aside from the Measure D allocations.
2. Authorize the Chairman to sign a one year extension for FY 2018-19 to the Memorandum of Understanding (MOU) between the City of El Centro and the Imperial County Local Transportation Authority.
3. Direct staff to work with all agencies to develop a plan for security of transit centers.

A motion was made by [Chatwin](#) seconded by [Bayon Moore](#), **Motion carried unanimously.**

IX. INFORMATION CALENDAR

- A. Follow Up Relative to the Expansion of the IVT RIDE El Centro Service to Heber, Unmet Transit Needs Public Hearing Process - Fiscal Year 2018-2019

This item was presented by Ms. Williams as an informational item and no action was taken. In summary, ICTC will not be recommending that the IVT Ride El Centro service be expanded to the community of Heber at this time and are focusing on a longer term solution. A staff report was provided and is attached on page 177 of the agenda.

X. NEXT MEETING DATE AND PLACE

The next meeting of the **Management Committee** will be held on **July 11, 2018** at the **City of Holtville, Holtville, CA.**

XI. ADJOURNMENT

- A. Meeting adjourned at 12:45 p.m. ([Chatwin/Wells](#)), **Motion Carried.**